



## **Experienced Police Officer (Lateral)**

### **Monroe Police Department**

818 West Main Street

Monroe, WA 98272-2198

(360) 794-6300

Fax: (360) 794-3129

[www.monroewa.gov](http://www.monroewa.gov)

## **SIGNING BONUS INCENTIVE**

**ANNOUNCEMENT** The Monroe Police Department anticipates an opening for a lateral police officer.

**DUTIES:** Monroe Police Officers perform a variety of law enforcement tasks including routine investigations of crimes, citizen calls for service, testifying in court, security and traffic control services. Monroe officers are also encouraged to develop expertise in specialized areas of law enforcement which can be used for investigations, training and assisting other agencies. The Monroe Police Department participates in a regional SWAT team, bicycle patrol, K-9 handlers, drug recognition experts, proactive team and detective positions, as well as a school resource officer.

### **MINIMUM QUALIFICATIONS REQUIRED:**

- High School graduate or GED; **and**
  - Successful completion of the Washington State Criminal Justice Training Commission Basic Training Academy or approved basic training program (see WAC 139-05-210) within the last 24 months;
- or**
- A minimum of twenty-four (24) months of the last thirty-six (36) months of full-time paid service as a sworn police officer in a civilian governmental jurisdiction;
  - Note: All out of state applicants must successfully complete the Washington State Criminal Justice Training Commission Equivalency Examination within one (1) year after employment;

### **and**

- Be at least 21 years of age at time of examination; **and**
- Citizenship at time of examination; **and**
- Read, write and speak the English Language; **and**
- Possession of, or ability to obtain prior to employment, a valid Washington State Driver's; **and**
- Have not taken the exam within the last 6 months, **and**
- Meet Department standards of physical condition.
- Must establish permanent residence within 30 miles of the City of Monroe by the end of the probation period.
- Knowledge of investigative report preparation;
- Knowledge of investigation interview practices;
- Knowledge of crime prevention procedures;
- Computer literacy with a working knowledge of common word processing, spreadsheet, and database programs;
- Ability to maintain amicable relations with co-workers and the public;
- Ability to perform varied law enforcement task assignments;
- Ability to exercise seasoned judgment under stress;
- Ability to work variable shifts of up to twelve (12) hours duration, including nights, weekends, and legal holidays; and

### **NECESSARY KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to maintain physical agility required to deal effectively with critical emergency situations.
- Ability to use department computer systems and word processing programs.

**SALARY AND BENEFITS**

- Salary Range Step A: \$4,886 – Step E: \$5,938 (DOE)
- Education incentive;
- Specialty Pay;
- Retirees Medical Plan;
- Deferred Comp program with city match;
- Medical, dental and vision insurance for employee and qualified dependents;
- Vacations, sick leave, holidays and retirement plan; vacation accrual consistent with prior experience up to seven years.
- Use of a city owned wellness facility;
- All required equipment and uniforms provided initially; and then replaced as needed per the Quartermaster Program.

**SUPPLEMENTAL EXAMINATION:**

A supplemental questionnaire must be attached with an applicant's completed employment application. The supplemental questionnaire will be independently rated as a Pass/Fail.

**PHYSICAL TEST:**

Candidates receiving a passing score on the supplemental questionnaire will be invited to a physical agility test. The physical agility demonstration is a multi-dimensional process designed to test for minimum levels of endurance, strength and flexibility. This fitness evaluation will be rated pass/fail only.

**ORAL BOARD:**

The final portion of the series will be an oral board evaluation (pass/fail) and subsequent interviews with the Deputy Chief and Chief of Police. All portions of the process are designed to sample and measure the requisite knowledge, skills and abilities.

**MISCELLANEOUS**

The Civil Service eligibility register for this position is subject to continuous modifications as a result of the open/continuous nature of the process. Grades earned as a result of this screening process are valid for twelve (12) months after certification by the Civil Service Commission.

Applicants must:

- Join the Police Guild upon hire.
- Comply with all associated fitness standards and requirements.
- Successfully complete a background investigation, including, but not limited to, a criminal history check, polygraph, psychological and medical examination.

**WHERE TO APPLY:**

Applications are available in person or website:

City of Monroe  
Human Resources  
806 West Main Street  
Monroe, WA 98272  
(360) 794-6300  
[www.monroewa.gov](http://www.monroewa.gov)

**WHAT DO I NEED  
TO RETURN?**

- Completed employment application form
- Signed acknowledgement of the Police Applicant Standards for hire.
- A signed Veteran's Preference Eligibility Form, if applicable.
- Signed waiver and release for physical fitness test
- A copy of DD214 if Veteran's Preference is claimed
- Completed Supplemental Questionnaire

**WHEN AND  
WHERE DO I  
RETURN THEM:**

Applications can be returned to the Human Resource office at address listed above; Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m. *Faxes are not accepted.*

**The City of Monroe is an Equal Opportunity Employer and does not discriminate in hiring on the basis of race, creed, color, religion, sex, age, national origin, marital status, sexual orientation, citizenship status, disability or veteran status. The City will reasonably accommodate disabled employees and applicants as required by law.**

**The City of Monroe has a smoke and tobacco free workplace policy.**

**The City of Monroe reserves the right to change test elements.**